

## 296 - TRANSPORTATION INTERNAL SERVICE FUND

### Operational Summary

#### Description:

The mission of the Transportation ISF is to provide high quality vehicle maintenance and transportation services to user departments in a timely and cost efficient manner.

#### Strategic Goals:

- Support County agencies and operations by operating and maintaining the vehicle fleet.

#### Key Outcome Indicators:

Outcome Indicator	2002 Business Plan Results	2003 Business Plan Target	How are we doing?
<b>PERFORMANCE INDICATOR FOR TISF: QUANTITATIVE SUPPORT TO COUNTY AGENCIES &amp; OPERATIONS.</b> <b>What:</b> Average percentage of time fleet vehicles is available for use by agencies and departments. <b>Why:</b> Indicates quantitative support to County agencies by operating & maintaining the vehicle fleet.	N/A	Study pending.	Study pending.
<b>PERFORMANCE INDICATOR FOR TISF: EFFICIENCY OF SUPPORT TO COUNTY AGENCIES &amp; OPERATIONS.</b> <b>What:</b> Total annual cost of the light duty fleet divided by the total miles of light duty fleet use. <b>Why:</b> Indicates efficiency of support to County agencies by operating and maintaining the vehicle fleet.	N/A	Study pending.	Study pending.
<b>PERFORMANCE INDICATOR FOR TISF: CUSTOMER SATISFACTION WITH SUPPORT TO COUNTY AGENCIES &amp; OPERATIONS</b> <b>What:</b> % of fleet users rating the quality of the vehicle fleet & service provided. <b>Why:</b> Indicates customer satisfaction with support to County agencies by operating the vehicle fleet.	N/A	Study under development.	Study under development.

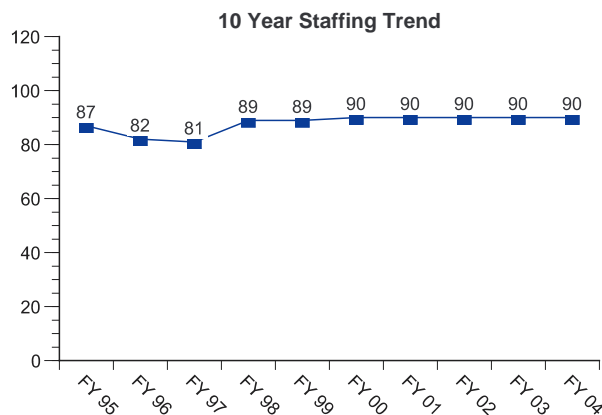
#### Fiscal Year FY 2002-2003 Key Project Accomplishments:

- The TISF has kept up with the vehicle purchasing, repairing, and customizing vehicles and heavy equipment; managing a large fleet for County use without having to add any positions.
- The TISF successfully implemented its new fleet information management system.

- The TISF implemented new actual cost basis billing system to bill actual cost of maintenance, parts, fuel, depreciation to user departments. Also, the pooled vehicle rate will be adjusted to better reflect the actual cost of owning and operating vehicles. New actual cost basis billing system allowed TISF to reduce the year-end deficit billing.

**TRANSPORTATION ISF** - Transportation ISF repairs and maintains county vehicles, operates pool vehicle fleet, operates body & paint shop, repairs motorized equipment, purchases new and replacement vehicles, and purchases automotive parts, supplies and contracted services.

### Ten Year Staffing Trend:



### Ten Year Staffing Trend Highlights:

- TISF staffing for FY 2003-04 remains constant at 90 positions. It is worth noting that for the years 1992 through 1997, the TISF position count does not include 12 warehouse support positions assigned to the TISF, which were formally added to TISF's staff in 1997. While the TISF received 12 warehouse positions in 1997, there was also a reduction of 4 mechanic staff, which resulted in a net increase of 8 positions that year.

## Budget Summary

### Changes Included in the Recommended Base Budget:

The TISF decreased its base budget appropriations for equipment depreciation by \$500,000 compared to the prior fiscal year to reflect change in vehicle depreciation policy. Depreciation on new vehicles held for outfitting will be calculated from the date it assigned to users as against prior policy of calculating depreciation from the date of purchase.

In FY 2001-02, with implementation of GASB34, Contribution From Other Funds Account balance was split between Net Assets - Unrestricted and Net Asset - Invested in Capital. Adjustment will be made each year to balance the Net Asset - Invested in Capital to net book value of fixed assets.

In FY 02-03, The TISF estimated \$1,182,735 transfer to Net Assets - Invested in Capital Assets (A/C 9780) based on estimated changes in net assets.

In FY 03-04, The TISF budgeted \$1,192,400 transfer to Net Assets - Invested in Capital Assets (A/C 9780) based on budgeted changes in net assets and to balance the budget.

## Requested Budget Augmentations and Related Performance Results:

Unit/Amount	Description	Performance Plan	Ref. Num.
<b>ADD 5 VEHICLES FOR THE PROBATION DEPARTMENT</b> Amount:\$ 174,700	5 New vehicles requested by Probation Department. TISF will receive Op Transfer from Fund 100/004.	Support juvenile outings; meet transportation needs of camp forest crews & court work program	296-001
<b>ADD 8 VEHICLES FOR THE SHERIFF DEPARTMENT</b> Amount:\$ 218,487	1-training; 3-JWA security; 4-contract cities; TISF will receive Op Transfer from Fund 100/060	Support projected increase in service levels	296-002

## Proposed Budget and History:

Sources and Uses	FY 2001-2002 Actual	FY 2002-2003 Budget As of 3/31/03	FY 2002-2003 Projected <sup>(1)</sup> At 6/30/03	FY 2003-2004 Recommended	Change from FY 2002-2003 Projected	
					Amount	Percent
Total Positions	-	90	90	90	0	0.00
Total Revenues	13,002,040	30,476,222	24,684,823	23,189,365	(1,495,458)	-6.06
Total Requirements	25,196,854	22,715,947	23,842,941	23,189,365	(653,576)	-2.74
Balance	(12,194,813)	7,760,275	841,882	0	(841,882)	-100.00

(1) Requirements include prior year encumbrances and expenditures. Therefore, the above totals may not match FY 2002-2003 projected requirements included in "At a Glance" (Which exclude these).

Detailed budget by expense category and by activity is presented for agency: Transportation Internal Service Fund in the Appendix on page 690.

## Highlights of Key Trends:

- TISF baseline budget request for FY 2003-04 includes \$21,996,965 total appropriations, which is \$718,982 (3.2%) less than the FY 2002-03 modified budget appropriations of \$22,715,947. The increase is due to increase in Salaries & Employee Benefits \$541,277

(9.2%), decrease in Services & Supplies \$425,741 (5%), decrease in equipment \$734,718 (16.7%), increase in building improvements \$390,200 (112%), and decrease in depreciation & other miscellaneous \$490,000 (14.3%).